



State of Michigan
Department of Licensing and Regulatory Affairs
UNEMPLOYMENT INSURANCE AGENCY
www.michigan.gov/uia



**PROTEST OR APPEAL
OF A (RE)DETERMINATION**

See Reverse Side for Instructions.

PLEASE USE BLACK INK. DO NOT USE PENCIL.

STEP 1: Check the appropriate box to identify who you are.

☐ I am the worker. Print Your Name: _____

Social Security Number:

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☐ I am the employer. Print Your Company Name: _____

Account Number (if known): _____

STEP 2: Identify what you are protesting or appealing.

☐ I am protesting a **determination** mailed _____.

☐ I am appealing a **redetermination** mailed _____

STEP 3: I am protesting a determination or appealing a redetermination because:

Write your statement here. If you need more space, attach paper. Include your Social Security Number on any attachments.

STEP 4: IF APPLICABLE: I did not protest or appeal within 30 days of when the (re)determination was mailed because:

STEP 5: I certify that the information I have provided on this form is true and correct to the best of my knowledge and belief.

(Your Signature)

(Date)



STEP 6: Mail or fax this protest:

Unemployment Insurance Agency
P.O. Box 169
Grand Rapids, MI 49501-0169

Fax#: 1-517-636-0427

Mail or fax this appeal:

Unemployment Insurance Agency
P.O. Box 124
Grand Rapids, MI 49501-0124

Fax#: 1-616-356-0739

To be timely, the protest or appeal must be received by the Unemployment Insurance Agency (UIA) within 30 calendar days of the date the (re)determination being protested or appealed was mailed. If the 30th day is either a Saturday, Sunday, legal holiday, or Agency non-work day, the protest or appeal must be received by the next day which is neither a Saturday, Sunday, legal holiday, nor Agency non-work day.

INSTRUCTIONS FOR COMPLETION

Please Use Black Ink. Do Not Use Pencil.

STEP 1: Identify who you are and who the involved employer and unemployed worker are.

If you are the unemployed worker, mark the box next to "worker."

If you are the employer, mark the box next to "employer."

Enter the unemployed worker's name and Social Security Number in the space provided.

Enter the employer's name and account number (if known) in the space provided.

STEP 2: Identify what you are protesting or appealing.

The bottom of the notice you are protesting indicates whether it is a determination or a redetermination. If you are protesting a determination, check the first box in Step 2 and enter the date the determination was mailed. The date is near the bottom of the determination.

If you are appealing a redetermination, check the second box in Step 2 and enter the date the redetermination was mailed (found near the bottom of the redetermination).

If you are not sure whether you are protesting a determination or appealing a redetermination, you may attach a copy of the paper you are protesting/appealing.

STEP 3: I am protesting or appealing because:

Explain why you are protesting or appealing and provide the facts that you believe should be considered in the redetermination, reconsideration, or appeal.

You may attach copies of any documents, employer notices, correspondence, or other types of information which may clarify the issue you are protesting. These documents will not be returned so you should send duplicates or copies.

STEP 4: I did not protest or appeal within 30 days of the date the (re)determination was issued because:

If your protest is not being submitted in time to be received by the UIA within 30 days of the mail date of the (re)determination, explain in Step 4 why you were late in submitting your protest or appeal. Make sure that in Step 2 you identify that you are either protesting a determination or appealing a redetermination.

If you have any questions about this form, call our Inquiry Line at 1-866-500-0017 (TTY customers use 1-866-366-0004).